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STAFF REPORT

BOARD MEETING DATE: March 8, 2016

DATE: February 12, 2016
TO: Board of County Commissioners
FROM: Scott Sosebee, Interim Court Administrator, Reno Justice Court
325-6543, ssosebee@washoecounty.us

THROUGH: Peter Sferrazza, Chief Judge Reno Justice Court

SUBJECT: Recommendation to acknowledge a Trial Court Improvement (TCI) grant award from the Administrative Office of the Courts, to upgrade courtroom audio and video recording equipment, [\$25,200 / \$52,247.60 total match], retroactive from February 12, 2016 to June 30, 2016; and direct the Comptroller to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

In July 2015, the Reno Justice Court applied to the Administrative Office of the Courts (AOC) to receive funding to upgrade the Reno Justice Court's courtroom audio and video recording equipment. The Trial Court Improvement (TCI) grant award will help to fund the replacement of aging hardware that has reached the end of its life. The new hardware will also modernize the courtroom with enhanced capabilities. The upgraded equipment will provide the ability for video of court proceedings to be captured. On December 10, 2015, the Reno Justice Court received notification that the sum of \$25,200.00 had been approved for one distribution of \$25,200.00 occurring on February 12, 2016. The grant is being accepted retroactively, as funding has been received. A \$52,247.60 match requirement will be satisfied by material and service costs to complete the project. Administrative Assessment funds (internal order #270721) will be used for the match.

Washoe County's Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

No previous action has been taken on the TCI grant award.

BACKGROUND

The primary objective of the Courtroom Audio/Video Equipment Upgrade Project is to improve the quality of the court record through better utilization of the Court's recently completed Evidence Cart Project. The Evidence Cart Project was completed in July 2015

AGENDA ITEM # 6.A.

and was fully funded by Administrative Assessment funds. As part of the Evidence Cart Project, the Reno Justice Court installed 17 high definition monitors in its five courtrooms. Additionally, two evidence carts were designed, configured, and delivered, which include built-in document camera capabilities, Blu-ray/DVD players, and laptops. The evidence carts have the ability to display files from smart phones, mobile devices, and portable flash drives. Furthermore, the evidence carts include a wireless presentation unit that can accommodate four different devices connected simultaneously. Combined with a hard-wired connection to the county network and wireless public access to the Internet, the evidence carts and the courtroom display monitors can accommodate almost any form of physical or digital information or evidence.

Although the Evidence Cart Project is successful in meeting its planned courtroom display objective, the mobile evidence display units do not integrate with audio/video recording equipment. Consequently, there are some limitations that require improvement to fully capture a quality digital audio and video recording for a complete court record.

Additionally, the audio/video recording equipment currently installed in the courtrooms are quickly becoming obsolete. The manufacturer has informed us that our recording units will be non-supportable on December 31, 2015. Following this date, the manufacturer of the equipment will no longer provide spare parts in case of hardware failures. There may be spare parts available on the market by cannibalizing existing systems, but relying on the availability and reliability of used parts is not a practical long-term solution for such critical courtroom equipment.

In July 2015, the Reno Justice Court applied to the Administrative Office of the Courts (AOC) to receive funding to upgrade the Reno Justice Court's courtroom audio and video recording equipment. On December 10, 2015, Reno Justice Court was approved for funding of \$25,200.00 to assist in the funding the project. The total cost of the project is \$77,447.60. The Grant Agreement requires a \$52,247.60 match. The remaining costs for the project will be funded with Administrative Assessment fees (internal order #270721).

GRANT AWARD SUMMARY

Project/Program Name: Courtroom Audio/Video Recording Equipment Upgrade

Scope of the Project: Upgrade courtroom audio/video recording equipment in all five courtrooms.

Benefit to Washoe County Residents: Upgraded equipment will provide reliable audio and video recording of court proceedings that can accommodate digital forms of evidence.

On-Going Program Support: This is a one-time use grant. Existing support contract for audio/video recording equipment maintenance is paid for yearly and budgeted in cost-center 125300.

Award Amount: \$25,200.00

Grant Period: February 12, 2016 – June 30, 2016

Funding Source: NV Administrative Office of the Courts, Trial Court Improvement Grant

Pass through From: N/A

CFDA Number: N/A

Grant ID Number: N/A

Match Amount and Type: \$52,247.60 cash match will be met by paying for remainder of the total project costs.

Sub-Awards and Contracts: N/A

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$25,200.00 in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
Revenue:		
IO # 11297	432100 – State Grant	\$ 25,200.00
Expenditures:		
IO # 11297	710100 – Professional Services	\$ 25,200.00

A \$52,247.60 cash match will be met by paying for the difference in the total project cost from administrative assessment funds already budgeted in Fiscal Year 2015-16 (internal order #270721). The total cost for the project will be \$77,447.60.

RECOMMENDATION

It is recommended that the Board of County Commissioners acknowledge a Trial Court Improvement (TCI) grant award from the Administrative Office of the Courts, to upgrade courtroom audio and video recording equipment, [\$25,200 / \$52,247.60 total match], retroactive from February 12, 2016 to June 30, 2016; and direct the Comptroller to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: “Move to acknowledge a Trial Court Improvement (TCI) grant award from the Administrative Office of the Courts, to upgrade courtroom audio and video recording equipment, [\$25,200 / \$52,247.60 total match], retroactive from February 12, 2016 to June 30, 2016; and direct the Comptroller to make the appropriate budget adjustments.”

cc: John Slaughter, County Manager
Joey Orduna Hastings, Assistant County Manager
Keith Munro, District Attorney
Mark Mathers, Budget Manager
Cathy Hill, Comptroller
Gabrielle Enfield, Grants Administrator